



## *The Superior Court of California*

COUNTY OF SAN BERNARDINO

### JOB ANNOUNCEMENT

## COURT INTERPRETER PRO TEMPORE (CIPT)

Spanish Option

Announcement Number: 04-001

SALARY:	Paid in increments of either 4 or 8 hours. Half-day rate is \$147; Full day rate is \$265.
FILING DEADLINE:	Applications will be accepted on an open and continuous basis until further notice.
JOB SUMMARY:	<p>Generally, the work of a court interpreter is performed in a courtroom or office environment and includes significant contact with judges, court staff, attorneys, and the public. Court interpreters actively participate in court proceedings, providing simultaneous and consecutive interpreting as the parties and witnesses testify on the stand and attorneys make arguments and present motions. Interpreters also assist in explaining court procedures and provide sight translations of jury instructions and court exhibits.</p> <p>Court interpreting services are required in criminal, juvenile, and family matters involving domestic violence; and are provided in minor offense matters. Interpreters are scheduled on an as needed per diem basis.</p>
LOCATION:	Interpreters may be assigned to any District within the county.
REQUIREMENTS:	<b>Must</b> be currently certified by the Judicial Council of California as a court interpreter in Spanish.
EVALUATION AND SELECTION FACTORS:	Factors to be assessed include ability to accurately provide simultaneous and consecutive interpreting services in Spanish.
SELECTION PROCESS:	An offer of employment shall be made to all qualified applicants, except in cases of "for cause" reasons.
HOW TO APPLY:	Applicants must complete and submit a CIPT employment application, proof of current certification in Spanish language and reference check form. Application materials are <b>ONLY</b> available at Superior Court Personnel Office, 172 West Third Street, 2 <sup>nd</sup> Floor, San Bernardino, CA 92415-0302; or by calling (909) 387-6894. Submit required materials to: San Bernardino Superior Court, Attention: Personnel; 172 W. Third St., 2 <sup>nd</sup> Floor, San Bernardino, CA 92415-0302; or through county mail to Mail Stop 0302.